



Complaints Form

AUTHOR	REVIEWED	NEXT REVIEW
B.MCALINDEN	AUTUMN 2025	AUTUMN 2028

Complaint Form

Please complete and return to Barry McAlinden, Headteacher at Barry.mcalinden@oulton.leeds.such.uk who will acknowledge receipt and explain what action will be taken.

Your name:
Pupil's name (if relevant):
Your relationship to the pupil (if relevant):
Address: Postcode: Day time telephone number: Evening telephone number: Email address:
Please give details of your complaint, including whether you have spoken to anybody at the school about it:



What actions do you feel might resolve the problem at this stage?
Are you attaching any paperwork? If so, please give details.
Signature:
Date:
Official use
Date acknowledgement sent:
By who:
Complaint referred to:
Date:



